



Department of
**Finance &
Administration**

Strategic
Technology Solutions

STS Career Opportunity

Date Posted: April 4, 2019

Position Title: Agency Chief Information Officer

Location: STS – 710 James Robertson Parkway, Nashville, TN 37243

Hiring Manager: Heather Gundersen, Health and Social Services Business Domain Director

Closing Date for Posting: April 18, 2019

Job Summary:

The Department of Finance and Administration is currently seeking experienced candidates for the Agency Chief Information Officer (Agency CIO) position supporting the Department of Health. This is an Executive Service position and is located in downtown Nashville.

This position is the Agency CIO in the Department of Finance and Administration, Strategic Technology Solutions, Business Solutions Delivery Health and Social Services Domain supporting the Tennessee Department of Health (TDH). This position directs all IT activities for the TDH, which is one of the largest departments in Tennessee State Government. The TDH IT team has more than 105 employees statewide with roles in IT planning, programs, and operations. The Agency CIO is supervised by the Health and Social Services Domain Director and partners closely with the TDH Chief of Staff and other executive leadership to provide strategic technology direction and support. The Agency CIO is responsible for professional IT work of considerable difficulty.

Responsibilities include, but are not limited to the following:

Coordinates the major functional areas of IT to support the TDH Mission and Strategic and Operational Goals including:

- Administrative Services (Staffing/Position management, Contractor staffing, Vendor invoicing, IT services and product procurement, IT billing reconciliation)
- Information Security and Risk Management (security provisioning, security awareness training, security policies and guidelines, security audits, disaster recovery planning and testing)
- Solutions Architect Services (Prepare the annual Information Systems Plan, maintain the system map, evaluate and process non-state standard software and hardware exceptions, provide consulting services to department executive leadership)

- Project Management services (manage project portfolio using Planview, direct project management activities, direct business analysts activities)
- Software Development Services (develop and support software applications, develop and support electronic exchange of data using health industry standards, perform database administration)
- Release Management Services (develop quality assurance standards, develop testing guidelines, review requirements for testability, create and execute test cases and document results, plan, schedule, and manage installation of software updates)
- Production Support Services (provide tier 1 service desk support, provide technical support for voice, data, and video telecommunications, application installation, maintenance, and support for Windows and Linux servers)
- Direct IT services delivery to TDH lines of businesses – Communicable Environmental Disease & Emergency Preparedness, Community Health Services, Health Licensure and Regulation, Laboratory Services, Public Health Informatics, Quality Improvement, Family Health and Wellness, Vital records & Statistics, State Chief Medical Examiner, Opioid Response Coordination, Population Health Assessment, Administrative Services, and Health Planning).

Minimum Qualifications:

A Bachelor's degree and ten years of professional level experience in the information technology field. Five of the ten years must include managerial responsibilities. Experience in the health and social services sector preferred.

Ready To Apply?

Only candidates who meet the minimum requirements for the position will be considered for interview. Please submit your professional resume to the contact below. Submissions received following the closing date posted above will not be considered. Thank you.

The State of TN is an Equal Opportunity Employer. This position requires a criminal background check. Therefore, you may be required to provide information about your criminal history in order to be considered for this position.

Pursuant to the State of Tennessee's Workplace Discrimination and Harassment policy, the State is firmly committed to the principle of fair and equal employment opportunities for its citizens and strives to protect the rights and opportunities of all people to seek, obtain, and hold employment without being subjected to illegal discrimination and harassment in the workplace. It is the State's policy to provide an environment free of discrimination and harassment of an individual because of that person's race, color, national origin, age (40 and over), sex, pregnancy, religion, creed, disability, veteran's status or any other category protected by state and/or federal civil rights laws.

Resumes should be submitted via email to EIT.Resumes@tn.gov